If the employee's new Step equals 3 or 4, then WIG: Waiting Period End Date shall equal the Effective Date plus 104 weeks minus 1 day, and WIG Date: Next shall be set equal to the next pay period beginning date after the WIG: Waiting Period End Date.

If the employee's new Step equals 5, then WIG Date: Next and WIG: Waiting Period End Date shall be initialized to null.

Federal Wage System Calculation (Pay Plans XP, XL, XS, XD, XN):

If the employee's new Step equals 1, then WIG: Waiting Period End Date shall equal the Effective Date plus 26 weeks minus 1 day, and WIG Date: Next shall be set equal to the next pay period beginning date after the WIG: Waiting Period End Date.

If the employee's new Step equals 2, then WIG: Waiting Period End Date shall equal the Effective Date plus 78 weeks minus 1 day, and WIG Date: Next shall be set equal to the next pay period beginning date after the WIG: Waiting Period End Date.

If the employee's new Step equals 3, then WIG Date: Next and WIG: Waiting Period End Date shall be initialized to null.

3.1.2.1.2-217
The capability shall be provided for the Pay Rate Determinant to be determined on any change in Grade: Current or Step and the action being processed is not equal to 001 or 002 as follows.

If PRD equals 7, then PRD should be set to 0.

If PRD equals 5, then PRD should be set to 6.

3.1.2.1.2-218
The capability shall be provided to initialize to null Coop: Date Entered Program, Coop: Return to School Date, Coop: Return to Duty Date, Coop: Intended Degree Field, Coop: Intended Degree Level, Coop: Intended Graduation Year, Coop: School Code, and Coop: GPA if the NOAC is a conversion and the Position: Type changes from 0 or 1 to something other than 0 or 1 with optional override.

3.1.2.1.2-219
The capability shall be provided to set the TSP: Employee Status Code to "I" if the action being processed is an accession (1**, ***A), the Retirement Plan equals K, M, or N, and the SCD: Leave equals the Effective Date of action. The user shall be able to override the value set by the system.

3.1.2.1.2-220
The capability shall be provided to generate Organization: Assigned Level One, Organization: Assigned Level Two, Organization: Assigned Level Three, and Organization: Assigned Level Four based on a hierarchical structure if the employee's Organization: Assigned code is identified as structured. This technique

3.1.2.2.3   Thrift Savings Plan Eligibility

NPPS shall provide the capability to produce a suspended TSP Eligibility transaction (NOAC 943) for each eligible employee based on a user-supplied beginning and ending date range.

INPUTS

The inputs for TSP Eligibility are listed in Appendix D, Personnel Mass Action Inputs.

PROCESSES

3.1.2.2.3-100
The capability shall be provided to determine an employee's eligibility criteria for transaction creation as follows.

- TSP: Eligibility Date must be equal to or between the selection beginning and ending dates supplied by the user.

- Employee must be active (Duty Status not equal to Z).

The capability shall be provided for the following in the creation of a TSP Eligibility transaction for each employee.

3.1.2.2.3-101
Effective Date shall be set equal to TSP: Eligibility Date.

3.1.2.2.3-102
TSP: Employee Status Date shall be set equal to TSP: Eligibility Date.

3.1.2.2.3-103
TSP: Eligibility Date shall be initialized to null.

3.1.2.2.3-104
If the TSP: Employee Status Code = 'W', set the TSP: Employee Status Code to 'Y', else shall be set equal to set the TSP: Employee Status Code to 'E'.

OUTPUTS

The following outputs shall result from the TSP Eligibility process.

3.1.2.2.3-200
Generation and suspension of NOAC 943 for each employee record meeting the eligibility criteria.

3.1.2.2.3-300
Creation of a TSP Letter for each eligible employee in accordance with Core Report 254 at user's option.

data only when both city tax alternate amount and percentage or both county tax alternate amount and percentage are not greater than zero.

3.1.3.1.1-1306

The capability shall be provided to create former city and county tax information to support the production of year-end W2s when a current city or county tax withholding is changed to a new city or county tax withholding or when a current city or county tax withholding is canceled. A maximum of three former city and three former county tax information sets shall be provided. Former city and county tax information shall be in accordance with the inputs specified for withholding and earnings associated with regular earnings in Appendix F for former city and county tax actions.

3.1.3.1.1-1400 TSP Payments

The capability shall be provided for biweekly employee deductions for Thrift Savings Plan (TSP) and for biweekly government matching contributions and for biweekly government automatic contributions the distribution of these contributions among the three TSP investment funds.

3.1.3.1.1-1401

The capability shall be provided to enter and maintain TSP data as specified in table TRETIR in Appendix J for use in TSP transaction editing, deduction computation, and reporting.

3.1.3.1.1-1402

The capability shall be provided to establish, modify, and cancel TSP deductions. TSP transaction inputs shall be edited as specified in Appendix F, and transactions failing the edit criteria shall be rejected.

3.1.3.1.1-1403

The capability shall be provided to accept the establishment of a TSP deduction only when the employee's TSP status is Y or W, indicating election to participate.

3.1.3.1.1-1404

The capability shall be provided to accept the establishment or modification of a TSP deduction only when a TSP deduction percentage or a TSP deduction amount are entered, but not both.

3.1.3.1.1-1405

The capability shall be provided to accept the establishment or modification of a TSP deduction only when the employee fund distribution rates equal 100 percent.

3.1.3.1.1-1406

The capability shall be provided to accept the establishment or modification of a TSP deduction only when the employee fund distribution rates are in increments of five percent.

3.1.3.1.1-1407

The capability shall be provided to initialize the TSP Distribution Rates (G, F, and C Funds) to null during the pay period initialization process for all non-participating CSRS employees (TSP: Employee Status Code not equal Y).

- Federal Employee Health Benefits (FEHB)

  - FEHB (Current Plan)

  - FEHB Government Contribution (Current Plan)

  - FEHB (Prior Plan)

  - FEHB Government Contribution (Prior Plan)

- Federal Employee Group Life Insurance (FEGLI)

  - Family Optional Coverage

  - Optional A Coverage

  - Additional Optional B Coverage

  - FEGLI Government Contribution

3.1.3.1.2.1-500 TSP Adjustments

The capability shall be provided to establish and modify adjustments to an employee's TSP deductions and government contributions. Adjustment capabilities shall be provided as follows.

- Positive adjustments to the current pay period TSP deduction to deduct and submit deduction amounts omitted in prior periods. A TSP record type 164 for submission to the National Finance Center shall be generated to include this adjustment plus the current period deduction, if any. An effective pay date equal to the value of the current TSP Effdate shall be generated by NPPS for this adjustment. The effective date of the makeup contributions is the pay date that the contributions should have been made.

- Negative adjustments to the current pay period TSP deduction to refund deduction amounts erroneously deducted and submitted in prior periods. A TSP record type 264 for submission to the National Finance Center shall be generated. Up to 26 separate adjustments shall be allowed. Each adjustment entry shall require an effective date that is equal to an effective pay date (a valid TSP Effdate) prior to the current pay date. When supporting history data is present, the adjustment amount must be equal to or less than the original TSP deduction plus original TSP adjustment(s) for the effective pay period.

3.1.3.1.2.2   Accumulations Adjustments

The capability shall be provided for the adjustment of accumulations of dollars and hours paid and leave accounting accumulations.

3.1.3.1.2.2-100 Accumulations of Dollars and Hours Paid Adjustments
The capability shall be provided for the adjustment of accumulation of earnings, deductions, leave costs, and hours worked.

3.1.3.1.2.2-101
Accumulations adjustments of dollars and hours paid transaction inputs shall be edited as specified in Appendix F, and transactions failing the edit criteria shall be rejected.

3.1.3.1.2.2-102
The capability shall be provided to establish an adjustment to accumulations of earnings, deductions, leave costs, and hours worked only when the value of the adjusted field after adjustment is positive.

3.1.3.1.2.2-103
The capability shall be provided to automatically apply adjustments to earnings and deductions accumulations associated with HIT, FICA, and federal, state, city, and county taxable earnings, TSP deductions, FEHB deductions and tax withholdings when current pay period permanent change of station earnings and the associated tax withholdings are entered.

3.1.3.1.2.2-104
The capability shall be provided to establish and modify limited appointment accumulations adjustments.

3.1.3.1.2.2-105
The capability shall be provided to establish and modify positive TSP record type 46~1~ adjustments for submission to the National Finance Center to resubmit previously rejected TSP record type 16~1~s or for makeup contributions that are attributable to a back pay award or other retroactive pay adjustment. Up to 26 separate adjustments shall be allowed. These adjustments shall not affect employee pay.

3.1.3.1.2.2-106
The capability shall be provided to enter and modify YTD, QTD, and MTD earnings and deductions accumulations that were saved for a maximum of three former taxing states when the taxing entity was changed to another taxing entity or the tax withholding requirement was canceled.

3.1.3.1.2.2-107
The capability shall be provided to allow the establishment or modification of former state tax data only when the state tax earnings, deductions, and state tax code are present.

3.1.3.1.2.2-108
The capability shall be provided to enter and modify YTD, QTD, and MTD earnings and deductions accumulations that were saved for a maximum of three former taxing cities and counties when the taxing entity was changed to another taxing entity or the tax withholding requirement was canceled.

biweekly HIT deduction for employees with a Retirement Plan of 1, 2, 4, 6, C, E, K, M, R, T, or N by first subtracting the FEHB deduction from the biweekly gross earnings then multiply by the statutory HIT rate in table TRETIR in Appendix J.

If FEHB Tax Exempt Waiver (TEW) indicator is 'Y' (meaning employee does waive the FEHB Tax Exemption), the capability shall be provided to compute the biweekly HIT deduction for employees with a Retirement Plan of 1, 2, 4, 6, C, E, K, M, R, T, or N by multiplying the biweekly gross earning by the statutory HIT rate in table TRETIR in Appendix J.

If FEHB Tax Exempt Waiver (TEW) indicator is blank, compute the biweekly HIT government contribution by first subtracting the FEHB deduction from the biweekly gross earnings then multiply by the HIT statutory contribution rate.

If FEHB Tax Exempt Waiver (TEW) indicator is 'Y' then compute the biweekly HIT government contribution by multiplying the biweekly gross earnings by the HIT statutory contribution rate.

3.1.3.2.4-200
The definition of base earnings for this process includes earnings from locality adjustment pay, standby premium pay, AUO pay, and availability pay, but it does not include additions to earnings from adjustments to continuing pay as defined in Paragraph 3.1.3.1.2.1-200.

The capability shall be provided to compute the biweekly TSP employee deduction for participating employees (TSP: Employee Status Code = Y or W), not to exceed the limit (Year Max Ded) specified in table TRETIR in Appendix J, as follows.

TSP Employee Deduction

(For reemployed annuitants) TSP computations are based on the Scheduled Adjusted Basic Pay or Salary Cap if lower.

A x (B or C) for employees who elect TSP rate or D for employees who elect a whole dollar amount

Where:

      A = Elected employee rate

      B = Computed biweekly base earnings (Adj Basic Pay / 2087 x biweekly)

      C = If a Reemployed Annuitant (Annuitant Indicator 1, 4, 5, A, C, or E), Sch Adj Basic Pay or Salary Cap if lower in Pay Master will be used (Sch Adj Basic Pay or Salary Cap if lower / 2087 x biweekly base hours)

      D = TSP: Elected Amount of Deduction

3.1.3.2.4-201
The definition of base earnings for this process includes earnings from locality adjustment pay, AUO pay, and availability pay, but it does not include additions to

earnings from adjustments to continuing pay as defined in Paragraph 3.1.3.1.2.1-200.

The capability shall be provided to deduct the requested TSP employee deduction up to the following limits.

- For FERS employees, up to 10 percent of the employee's biweekly salary (Adjusted Basic Pay + AUO + Availability Pay, except for Reemployed Annuitants (Annuitant Indicator A, C, or E) then Scheduled Adjusted Basic Pay or Salary Cap if lower in Pay Master File is used).   For Federal Wage System employees (NASA Classification Code = 1****) who have received hazardous pay in the current pay period (Hazardous Earnings: B/W greater than zero), the computed biweekly salary shall include Hazardous Earnings: B/W (including Hazardous Earnings: Adj B/W).

- For non-FERS employees (CSRS, FICA, and no retirement plan), up to 5 percent of the employee's biweekly salary (Adjusted Basic Pay + AUO + Availability Pay, except for Reemployed Annuitants (Annuitant Indicator 1, 4, or 5) then Scheduled Adjusted Basic Pay or Salary Cap if lower in Pay Master File is used). For Federal Wage System employees (NASA Classification Code = 1****) who have received hazardous pay in the current pay period (Hazardous Earnings: B/W greater than zero), the computed biweekly salary shall include Hazardous Earnings: B/W (including Hazardous Earnings: Adj B/W).

- For all participating employees, total annual deductions shall not be allowed to exceed the indexed IRS limit.

3.1.3.2.4-202
The definition of base earnings for this process includes earnings from locality adjustment pay, AUO pay, and availability pay, but it does not include additions to earnings from adjustments to continuing pay as defined in Paragraph 3.1.3.1.2.1-200.

The capability shall be provided to compute the government basic contribution to the employee's plan for eligible FERS employees (Retirement Plan of K, M, or N and TSP: Employee Status Code is not I, W or S) at one percent of the employee's biweekly salary. For Reemployed Annuitants (Annuitant Indicator 1, 4, 5, A, C, or E) Scheduled Adjusted Basic Pay or Salary Cap if lower in Pay Master is used. For Federal Wage System employees (NASA Classification Code = 1****) who have received hazardous pay in the current pay period (Hazardous Earnings: B/W greater than zero), the computed biweekly salary shall include Hazardous Earnings: B/W (including Hazardous Earnings: Adj B/W).

3.1.3.2.4-203
The definition of base earnings for this process includes earnings from locality adjustment pay, AUO pay, and availability pay, but it does not include additions to earnings from adjustments to continuing pay as defined in Paragraph 3.1.3.1.2.1-200. For Federal Wage System employees (NASA Classification Code = 1****)

who have received hazardous pay in the current pay period (Hazardous Earnings: B/W greater than zero), the computed biweekly base earnings shall include Hazardous Earnings: B/W (including Hazardous Earnings: Adj B/W) and C, as computed below, shall be computed using the hazardous differential.

The capability shall be provided to compute the government matching contribution to the eligible FERS employee's (Retirement Plan of K, M, or N and TSP: Employee Status Code is not I, W or S) plan as follows.

Government Matching Contribution

A (B or C) + D (B or C) x .5

Where:

> A = Employee deduction percent, not to exceed 3%
>
> B = Computed biweekly base earnings if salary is not capped
>
> C = Scheduled salary / 2087 x biweekly base hours, if salary is capped
>
> D = Employee deduction percent - 3%, not to exceed 2% nor less than zero

When the employee TSP deduction is reduced to accommodate the indexed IRS limit, the government matching contribution shall be computed using a recomputed employee TSP percent. The recomputed employee TSP percent shall be computed as follows.

Recomputed Employee TSP Percent

Reduced Employee Deduction / (B or C), as defined above.

3.1.3.2.4-204
The capability shall be provided to compute the G, F, and C Fund distribution of employee deductions, one percent government basic contribution and government matching contribution of TSP, as follows.

Employee TSP Deduction and Contribution Distributions

A x B

Where:

> A = Biweekly deduction and/or government contribution
>
> B = Elected rate of distribution for the individual fund

3.1.3.2.4-300
If FEHB Tax Exempt Waiver (TEW) indicator is blank (meaning employee does not waive the FEHB Tax Exemption), the capability shall be provided to compute the biweekly federal tax withholding deduction as follows.

APPENDIX B

PERSONNEL ACTION INPUTS

892	Quality Increase		B-180178
893	Within Grade Increase		B-181179
894	Pay Adjustment		B-182180
895	Locality Payment		B-183181
899	Step Adjustment		B-184182
901	Col Pay Adj - Reemployed Annuitant		B-185183
916	Home Marketing Incentive		B-186184
920	Position/NCC/Title Change		B-187185
925	Change in Organization Name		B-188186
930C	Detail NTE (Classified)		B-189187
930U	Detail NTE (Unclassified)		B-190188
931	Ext of Detail NTE		B-191189
932	Termination of Detail		B-192190
939	Tour of Duty		B-193191
942	Health Plan Change	N	B-194192
943	Thrift Savings Plan	N	B-195193
954	Change in Appropriation		B-196194
971A	Accession: Volunteer Services		B-197195
972	Change: Volunteer Services		B-204203
973T	Termination: Volunteer Services		B-205204
987	Space Act Award (HQ only)		B-206205
988	NASA Honor Award (HQ only)		B-207206
989	Installation Honor Award		B-208207
990	Performance Rating	N	B-209208
991	Miscellaneous	N	B-210209

NOAC: 846

Data Element Name	SRS Reference
NOAC Description 1	3.1.2.1.2-204
NOAC Description 2	3.1.2.1.2-204
SF 50: Required	3.1.2.1.1-121
SF 50: Signature Code	3.1.2.1.1-119

NOAC: 847

Data Element Name	SRS Reference
NOAC Description 1	3.1.2.1.2-204
NOAC Description 2	3.1.2.1.2-204
SF 50: Required	3.1.2.1.1-121
SF 50: Signature Code	3.1.2.1.1-119

APPENDIX D
PERSONNEL MASS ACTION INPUTS

TABLE D-14   Inputs for Change in Organization Name

Data Name	Source	Description/Reference
Effective Date	User Input	Required
Legal Authority Code: 1	User Input	
Legal Authority Code: 1 Description 1	Database (Optional Override)	3.1.2.3-101
Legal Authority Code: 1 Description 2	Database (Optional Override)	3.1.2.3-101
Organization: Assigned	User Input	Required
SF 50: Signature Code	Database (Optional Override)	3.1.2.3-105
SSN(s)	User Input	

TABLE D-15   Inputs for Change in FEHB: Plan Code

Data Name	Source	Description/Reference
Effective Date	User Input	Required
FEHB: Plan Code	User Input	Required
SSN(s)	User Input	Required

TABLE D-16   Inputs for TSP Change

Data Name	Source	Description/Reference
Effective Date	User Input	Required
SSN(s)	User Input	Required
TSP: Eligibility Date	Database	3.1.2.3.104-102
TSP: Employee Status	Database	3.1.2.3.104-101
TSP: Status Datea	Database	3.1.2.3.104-103

APPENDIX F
PAY INPUTS

Deductions
TSP Payments
(TSP)

Data Name	Source	Description/Edit Criteria
TSP: Allocation Rate	User Input	Required (3 funds), each fund must meet minimum rate requirement in TRETIR table (Appendix J)
TSP: Cy Ded B/W	Database	3.1.3.2.4-200
TSP: Cy Ded Distr B/W	Database	3.1.3.2.4-204
TSP: Elected Amount of Ded	User Input	Required if no rate entered, not to exceed maximum deduction amount computed by multiplying the maximum percentage in TRETIR table (Appendix J) by the employee's biweekly base salary. Base pay includes the Standby Premium Pay for firefighters (Tour of Duty: Uncommon Tour Hours not equal 0 and Occupational Code = 0081) and Law Enforcement Officers (Tour of Duty: Uncommon Tour Hours not equal 0 and Occupational Code not equal 0081) limited to the amount computed using the hourly rate of a grade 10/1 in the same pay rate structure found in table TMAX (adjusted for locality pay)
TSP: Elected Rate of Ded	User Input	Required if no amount entered, minimum of one percent, not to exceed maximum percentage in TRETIR table (Appendix J)
TSP: Eligibility Date	User Input	Personnel Input
TSP: Employee Status Code	User Input	Personnel Input

Deductions
TSP Payments
(TSP)

Data Name	Source	Description/Edit Criteria
TSP: Govt Basic Amt Distr B/W	Database	3.1.3.2.4-204
TSP: Govt Basic Contr B/W	Database	3.1.3.2.4-202
TSP: Govt Match Contr Tot B/W	Database	3.1.3.2.4-203
TSP: Govt Matching Dist B/W	Database	3.1.3.2.4-204
TSP: SCD	User Input	Personnel Input
TSP: Employment Separation Code	User Input	Personnel Input
TSP: Employment Code Separation Date	User Input	Personnel Input
TSP: Separation Flag	User Input	0 or 1
TSP: Vesting Period	User Input	Personnel Input

**Accumulations of Dollars and
Hours Paid Adjustments
TSP Accumulations
(YTDTSP)**

Data Name	Source	Description/Edit Criteria
TSP: Accum CY Allowable Ded	User Input	
TSP: City Tax Ded MTD	User Input	
TSP: City Tax Ded QTD	User Input	
TSP: City Tax Ded YTD	User Input	
TSP: County Tax Ded MTD	User Input	
TSP: County Tax Ded QTD	User Input	
TSP: County Tax Ded YTD	User Input	
TSP: Cy Ded Distr YTD	User Input	3 funds
TSP: Cy YTD	User Input	
TSP: Deductions Cum-NASA	User Input	
TSP: Deductions Total YTD	User Input	
TSP: Govt Basic Amt Dist YTD	User Input	3 funds1 amount, input not allowed for CSRS employees (Retirement Plan = 1, 6, C, E, R, T)
TSP: Govt Match Contr Destr YTD	User Input	3 funds1 amount, input not allowed for CSRS employees (Retirement Plan = 1, 6, C, E, R, T)
TSP: State Tax Ded MTD	User Input	
TSP: State Tax Ded QTD	User Input	
TSP: State Tax Ded YTD	User Input	

Adjustments to Current Pay Period Earnings
Thrift Savings Plan Adjustments
(TSPADJ)

Data Name	Source	Description/Edit Criteria
TSP Record No	User Input	Adjustment Type must be 11, 21, or 4116, 26, or 46
TSP: Adjustment Date Effective	User Input	Must be a valid TSP Date on Pay Control Table and in format MMDDYYYY.
TSP: Rec 21 26 or 4146 Emp G-F-C Fund Amt	User Input	Must be negative for Rec 21 26 and positive for Rec 4146.
TSP: Rec 21 26 or 4146 GB G-F-C Fund Amt	User Input	Must be negative for Rec 2126 and positive for Rec 4146.
TSP: Rec 2126 or 4146 GM G-F-C Fund Amt	User Input	Must be negative for Rec 2126 and positive for Rec 4146 .

APPENDIX G
CORE REPORTS

PERSONNEL CORE
REPORTS

Release 8.0   12/008.0.2   03/01

REPORT 254   TSP LETTER (CSRSFERS)   PERSONNEL

PURPOSE: To notify employees of eligibility to enroll.

CONTENTS: All newly eligible employees with a 943 NOAC suspended action with Source
                Code = 'P' and Retirement Plan = K, M, or N.

SEQUENCE: By Employee Name

<div align="center">

National Aeronautics and Space Administration
INSTALLATION NAME
F
Notice of Eligibility for the Thrift Savings Plan

</div>

```
TO:     A
        B
```

You are now eligible to begin or resume contributions in the Thrift
Savings Plan (TSP). During this open season, you may begin
participating in the TSP by designating a percent of your salary or
a whole dollar amount.

If you have not previously contributed, effective   C   a TSP
account will be established for you and NASA will begin making
automatic contributions to your account each pay period equal to 1%
of your
base pay.

To make an open season election you have two options. You may make
an electronic election by accessing the Employee Express web site at
www.employeeexpress.gov. You will need your EE pin number
previously sent to you by the Office of Personnel Management to make
an election. Or you may complete the attached TSP Form-1 and return
it to
        D   by the end of open season. You need to complete a
TSP-50 and submit it to the Thrift Board to allocate your
contributions among the five available funds.

Where to get more information about the TSP: The attached booklet,
"Summary of the Thrift Savings Plan for Federal Employees,"
describes the TSP in detail. Please read it before making a TSP
election. You may access the TSP website at www.tsp.gov for more
information.

Also attached is the flyer "Open Season Update". This flyer
contains basic information about this TSP open season.

If you have questions about the TSP, contact   E   .

DATA ELEMENTS: SELECTION CRITERIA:
A. Employee Name - Last, Gen, First, MI   Include all employees with the following criteria:
B. Organization: Assigned   -   User selected FERS Notice
C. TSP Enrollment Date - Data value found in   -   Installation code equal user designated
    Personnel Control Table   center code
D. Office Mail Code - Data Value found in   -   Facility Code equals user designated
    Personnel Control Table   Facility Code, if entered
E. Office Contact - Data Value found in   -   Suspended Nature of Action Code equals
    Personnel Control Table   943 with Source Code equal 'P'
F. If the user designated a Facility Code, the -   Retirement Plan = K, M, or N
    Facility Name will be derived from the
    Facility Table.

REPORT 254   TSP LETTER (FERSCSRS)   PERSONNEL

PURPOSE: To notify employees of eligibility to enroll.

CONTENTS: All newly eligible employees with a 943 NOAC suspended action with Source
                Code = 'P' and Retirement Plan not = K, M, or N.

SEQUENCE: By Employee Name

                   National Aeronautics and Space Administration
                              INSTALLATION NAME
                                     F
                   Notice of Eligibility for the Thrift Savings Plan

        TO: A
                B

        You are now eligible to begin or resume contributions in the Thrift
        Savings Plan (TSP). During this open season, you may begin
        participating in the TSP by designating a percent of your salary or
        a whole dollar amount.

        To make an open season election you have two options. You may make
        an electronic election by accessing the Employee Express web site at
        www.employeeexpress.gov. You will need your EE pin number
        previously sent to you by the Office of Personnel Management to make
        an election. Or you may complete the attached TSP Form-1 and return
        it to
                D   by the end of open season. You need to complete a
        TSP-50 and submit it to the Thrift Board to allocate your
        contributions among the five available funds.

        Where to get more information about the TSP: The attached booklet,
        "Summary of the Thrift Savings Plan for Federal Employees,"
        describes the TSP in detail. Please read it before making a TSP
        election. You may access the TSP website at www.tsp.gov for more
        information.

        Also attached is the flyer "Open Season Update". This flyer
        contains basic information about this TSP open season.

        If you have questions about the TSP, contact   E   .

DATA ELEMENTS: SELECTION CRITERIA:

A. Employee Name - Last, Gen, First, MI   Include all employees with the following criteria:

B. Organization: Assigned   -   User selected CSRS Notice

D. Office Mail Code - Data value found in   -   Installation code equal user designated
    Personnel Control Table   center code

E. Office Contact - Data value found in   -   Facility Code equals user designated
    Personnel Control Table   Facility Code, if entered

F. If the user designated a Facility Code, the - Suspended Nature of Action Code equals
    Facility Name will be derived from the   943 with Source Code equal 'P'
    Facility Table.
                                               -   Retirement Plan not equal K, M, or N

PAYROLL CORE
REPORTS

PAYROLL CORE REPORTS TABLE OF CONTENTS
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REPORT 314   **TRANSMISSION TAPE LISTING (THRIFT SAVINGS PLAN)**   PAYROLL

PURPOSE: To be used to prepare Form TSP-2, Certification of Transfer of Fund and Journal voucher, and as a pay period record of what was sent to the National Finance Center.

CONTENT: Detailed employee TSP information and payment records.

SEQUENCE: Payment records by Center, SSN with header, trailer, and tape summary records.

```
                                 SUBJECT TO PRIVACY ACT OF 1974
REPORT NO:  314                  NASA PERSONNEL AND PAYROLL SYSTEM                      PAGE:
SEQUENCED BY:                          INSTALLATION NAME                                DATE:
                                 TRANSMISSION TAPE LISTING (THRIFT SAVINGS PLAN)
         TIME:
                                        AS OF: MM/DD/YY
                                        PAY DATE: MM/DD/YY

SSN        NAME                            ADDRESS-ONE            ADDRESS-TWO            ADDRESS-THREE
REC
SSN-PRE     DOB       DOBERR    LOCATION      EFFDTE    SDATE    SCDDTE   VST RCD EMP  EMPDTE CITY    ST ZIP
STAT NO
EMPDED      EFF DATE    GOVBAS   GOVMAT   DPT   AGY    DEPTPRV AGYPRV
 EMPADJ  ADJ EFF DATE     GOVBAJ   GOVMAJ   DPT   AGY    DEPTPRV AGYPRV
674329785  REYNOLDS, DONALD J.                   2943 PILGRIM COLONY
AAAAAAAAA  BBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBB CCCCCCCCCCCCCCCCCCCCCCCCCCC  CCCCCCCCCCCCCCCCCCCCCCCCCCC
CCCCCCCCCCCCCCCCCCCCCCCCCCC

000000000  -19590324  -00000000   NN72191580000004 --19880419 -19860928 -19860928  3   K           -HOUSTON     TX 77058
Y 06
DDDDDDDDD  EEEEEEEEE FFFFFFFFF   GGGGGGGGGGGGGGGGG --HHHHHHHHH IIIIIIIII JJJJJJJJJ  K   L   M   -NNNNNNNN -CCCCCCCCCCC CCC
CCCCC   O  PP

  11.19     -  19880419  1358.00  5433.00   NN    72                                               
16
QQQQ.QQ     -  HHHHHHHH   YYYY.YY  cccc.cc   gg    hh                                               
PP


  -12.34    -  _19880419  1510.00   000.00   NN    72                                               
26
--kkkk.kk     _HHHHHHHH  -sss.ss  -www.ww   gg    hh  _ ii      jj                                  
PP

  - 56.78   -  _19880419  1510.00   000.00   NN    72                                               
46
--*AA.AA    -  _HHHHHHHH  -*II.II  -*MM.MM   gg    hh   ii--     jj                                  
PP








                                 SUBJECT TO PRIVACY ACT OF 1974
```

DATA ELEMENTS:

A.   SSN

B.   Employee Name (Last, First, MI, Gen)

C.   Address: Mailing

D.   SSN: Previous

E.   Birth Date (YYYYMMDD)

F.   Date of Birth: Previous (YYYYMMDD)

G.   TSP: Location

H.   TSP: Effective Date (YYYYMMDD)

I.   TSP: Employee Status Date (YYYYMMDD)

J.   TSP: SCD (YYYYMMDD)

K.   TSP: Vesting Period

L.   Retirement Plan

M.   TSP: Employment Separation Code

N.   TSP: Employment Code Separation Date (YYYYMMDD)

O.   TSP: Employee Status Code

P.   TSP: Record Number

Q.   TSP: Emp Dist G-Fund + Contribution or TSP: CY Late Payment G (If TSP: Non Payment Flag = ' ') Emp Contribution (Adj Type 16)

R.   TSP: Emp Dist F-Fund + TSP: CY Late Payment F (If TSP: Non Payment Flag = ' ')

S. TSP: Emp Dist C-Fund + TSP: CY Late Payment C (If TSP: Non Payment Flag = ' ')

T. Q + R + S

Y. TSP: Govt Basic Amt G-Fund + or TSP: Govt Basic Late Payment (Adj Type 16)G (If TSP: Non Payment Flag = ' ')

REPORT 314 TRANSMISSION TAPE LISTING (THRIFT SAVINGS PLAN)

DATA ELEMENTS (cont'd)

~~Z. TSP: Govt Basic Amt F-Fund + TSP: Govt Basic Late Payment F (If TSP: Non Payment Flag = ' ')~~

~~a. TSP: Govt Basic Amt C-Fund + TSP: Govt Basic Late Payment C (If TSP: Non Payment Flag = ' ')~~

~~b. Y + Z + a~~

c. TSP: Govt Match Amt ~~G-Fund +~~or TSP: Govt Matching Late Payment (Adj Type 16)~~G~~
~~(If TSP: Non Payment Flag = ' ')~~

~~d. TSP: Govt Match Amt F-Fund + TSP: Govt Matching Late Payment F (If TSP: Non Payment Flag = ' ')~~

~~e. TSP: Govt Match Amt C-Fund + TSP: Govt Matching Late Payment C (If TSP: Non Payment Flag = ' ')~~

~~f. c + d + e~~

g. TSP: Department

h. TSP: Agency

i. TSP: Department (Previous)

j. TSP: Agency (Previous)

k. TSP: Emp Contribution (Adj Type 26)~~NPPS CY Adj G(1-26)~~

~~l. TSP: NPPS CY Adj F(1-26)~~

~~m. TSP: NPPS CY Adj C(1-26)~~

~~n. k + l + m~~

s. TSP: Govt Basic Adj ~~G~~(1-26) (Adj Type 26)

~~t. TSP: Govt Basic Adj F(1-26)~~

~~u. TSP: Govt Basic Adj C(1-26)~~

~~v. s + t + u~~

w. TSP: Govt Match Adj ~~G~~(1-26) (Adj Type 26)

~~x. TSP: Govt Match Adj F(1-26)~~

~~y. TSP: Govt Match Adj C(1-26)~~

~~z. w + x + y~~

*A. TSP: CY Emp Contribution Late Payment ~~G (If TSP: Non Payment Flag = 'x')~~(Adj Type 46)

~~*B. TSP: CY Late Payment F (If TSP: Non Payment Flag = 'x')~~

~~*C. TSP: CY Late Payment C (If TSP: Non Payment Flag = 'x')~~

~~*D. *A + *B + *C~~

*I. TSP: Govt Basic Late Payment ~~G (If TSP: Non Payment Flag = 'x')~~ (Adj Type 46)

~~*J. TSP: Govt Basic Late Payment F (If TSP: Non Payment Flag = 'x')~~

~~*K. TSP: Govt Basic Late Payment C (If TSP: Non Payment Flag = 'x')~~

~~*L. *I + *J + *K~~

*M. TSP: Govt Matching Late Payment ~~G (If TSP: Non Payment Flag = 'x')~~(Adj Type 46)

~~*N. TSP: Govt Matching Late Payment F (If TSP: Non Payment Flag = 'x')~~

~~*O. TSP: Govt Matching Late Payment C (If TSP: Non Payment Flag = 'x')~~

~~*P. *M + *N + *O~~

PAY DATE: TSP EFFDATE from CTLPAY Screen

SELECTION CRITERIA:

Includes all employees with the following criteria:

- Installation Code equals user designated center code

- If (TSP: CY Ded B/W greater than 0 or TSP: Govt Basic Contr B/W greater than 0 or TSP:Govt Matching Contr Tot B/W greater than 0 or TSP:CY Ded Adj not equal 0 or TSP:Govt Basic Adj Total not equal 0 or TSP:Govt Matching Adj Total not equal 0) or (TSP:Separation Flag equal 1 and Retirement Plan not equal 1, 4, 6, C, E, R, T, and TSP: Employee Status Code not equal to E or I) or

- If (TSP:Emp Late Pmt ~~(1-3)~~ not equal 0 or TSP:GB Late Pmt ~~(1-3)~~ not equal 0 or TSP:GM Late Pmt ~~(1-3)~~ not equal 0)

REPORT 507 **REPORT 507 FEDERAL RETIREMENT THRIFT SAVINGS PLAN** PAYROLL
CERTIFICATION OF TRANSFER OF FUNDS AND JOURNAL
VOUCHER

PURPOSE: To produce TSP transfer of funds and journal voucher form.

CONTENT: For Current Center:

(TSP: Cy Ded Distr B/W, TSP: Py Ded Distr B/W, TSP: Govt Basic Amt Distr B/W, TSP: Govt Matching Distr B/W, TSP: Cy Ded Adj, TSP: Py Ded Amt, TSP: Govt Basic Adj Total, and TSP: Govt Matching Adj Tot not equal 0 and MER-TSP-SEP-FLAG equal 1) or (MER-TST-EMP-PMT and MET-TSP-PY-LAST-PMT not equal 0)

SEQUENCE: **N/A**

DATA ELEMENTS

1. Installation: Name, Address, City, State, Zip
2. PAYROLL-OFFICE-NO
3. Last 2 digits of year in PAY CNTL: TSP EFFECTIVE DATE - TSP Tape Sequence Number (YY-TTTT)
4. PAY CNTL: CURRENT PP ENDING DATE + 10 Days
5. 'Y' in the Electronic Submission Box
6. Not applicable
7. Current Date
8. Not applicable
9. Not applicable
10. Count of Employee Data Records if Record Code = '06'
11. Count of Current Payment Records if Record Code = '16'
12. Count of Late Payment, Re-Submission Records if Record Code = '46'
13. Count of Negative Adjustment Records if Record Code = '26'
14. 10 + 11 + 12 + 13
15. TSP: EMP DEDUCTION + TSP: EMP LATE
16. TSP: GOVT BASIC AMT + TSP: GOVT BASIC LATE
17. TSP: GOVT MATCH AMT + TSP: GOVT MATCH LATE
18. 15 + 16 + 17
19. TSP: EMP ADJ
20. TSP: GOVT BASIC ADJ
21. TSP: GOVT MATCH ADJ
22. 19 + 20 + 21
23. 18 - 22
24. INSTALL-TSP-CONTACT-NAME
25. Not applicable
26. INSTALL-TSP-CONTACT-PHONE

SELECTION CRITERIA
Includes all employees with the following criteria:
- Installation Code equal to user designated center code
A. Installation: Name, Address, City, State, Zip
B. PAYROLL-OFFICE-NO
C. Last 2 digits of year in PAY CNTL: TSP EFFECTIVE DATE - TSP Tape Sequence Number (YY-TTTT)
D. PAY CNTL: CURRENT PP BEGIN DATE
E. PAY CNTL: CURRENT PP ENDING DATE
F. PAY CNTL: CURRENT PP ENDING DATE + 10 Days
7. Current Date

G. Count of Employee Data Records if Record Code = '01'
H. Count of Current Payment Records if Record Code = '11'
J. Count of Late Payment, Re-Submission Records if Record Code = '41'
K. Count of Negative Adjustment Records if Record Code = '21'
L. G + H + J + K
M. Hard Coded 80F3875
N. TSP: EMP DIST G-FUND + TSP: EMP LATE G-FUND
O. TSP: EMP DIST F-FUND + TSP: EMP LATE F-FUND
P. TSP: EMP DIST C-FUND + TSP: EMP LATE C-FUND
Q. N + O + P
R. TSP: GOVT BASIC AMT G-FUND + TSP: GOVT BASIC LATE G-FUND
S. TSP: GOVT BASIC AMT F-FUND + TSP: GOVT BASIC LATE F-FUND
T. TSP: GOVT BASIC AMT C-FUND + TSP: GOVT BASIC LATE C-FUND
U. R + S + T
V. TSP: GOVT MATCH AMT G-FUND + TSP: GOVT MATCH LATE G-FUND
W. TSP: GOVT MATCH AMT F-FUND + TSP: GOVT MATCH LATE F-FUND
X. TSP: GOVT MATCH AMT C-FUND + TSP: GOVT MATCH LATE C-FUND
Y. V + W + X
Z. N + R + V
a. O + S + W
b. P + T + X
c. Q + U + Y
d. TSP: EMP ADJ G-FUND
e. TSP: EMP ADJ F-FUND
f. TSP: EMP ADJ C-FUND
g. d + e + f
h. TSP: GOVT BASIC ADJ G-FUND
i. TSP: GOVT BASIC ADJ F-FUND
j. TSP: GOVT BASIC ADJ C-FUND
k. h + i + j
l. TSP: GOVT MATCH ADJ G-FUND
m. TSP: GOVT MATCH ADJ F-FUND
n. TSP: GOVT MATCH ADJ C-FUND
o. l + m + n
p. d + h + l
q. e + i + m
r. f + j + n
s. g + k + o
t. c + s
u. INSTALL-TSP-CONTACT-NAME
v. INSTALL-TSP-CONTACT-PHONE
BOX 2. The letter 'Y' in the Yes Box
BOX 7. The letter 'N' in the No Box
BOX 13. The letter 'T' in the Magnetic Tape Box

REPORT 555   **LEAVE AND EARNING STATEMENT**   PAYROLL

PURPOSE: To provide employees with a statement of current leave and
                earnings information.

CONTENT: Report produced for employees with biweekly pay or biweekly
                deductions. Report can be produced for a single SSN.

SEQUENCE: Selective by Center and the following selections:
                1. Org Assigned by Name
                2. Org Detailed/Org Located/Org Assigned by Name
                3. T&A Code by Name
                4. T&A Code/Org Located/Org Assigned by Name
                5. Name Only
                6. Org Located/Org Assigned by Name

See next page for report layout.

REPORT 555   **LEAVE AND EARNINGS STATEMENT**

NASA Leave and Earning Statement		Name	1		SS #	2		Ctr ID	3
Basic Rate	4	**OT Rate**	5	**Basic Annual**	6	**Pay Date**	7	**PP End**	8	**PP No.**	9	**Lv PP No**	10
Org. Assigned	11	**Org. Located**	12	**Org. Detail**	13	**T&A Code**	14	**FEHB**	15	**Grade**	16	**Step**	17	**Seq.**	18

EARNINGS SECTION / TAXES AND DEDUCTIONS SECTION / TAX INFORMATION / PCS YTD

Desc.	Biwk Hrs.	Biwk Amt.	Adj. Amt.	YTD Earn.	Desc.	Biwk Amt.	Adj. Amt.	YTD Deductions
Base	19	20	21	22	Fed Tax	96	97	98
O/T	23	24	25	26	State Tax	99	100	101
Night Diff	27	28	29	30	Frmr St Tx	102	103	104
Sun Diff	31	32	33	34	City/Cty	105	106	107
Awd/Bonus	35	36	37	38	OASDI	108	109	110
Hlwk/Credit	39	40	41	42	HIT	111	112	113
Haz Duty	43	44	45	46	CSRS	114	115	116
Lump	47	48	49	50	FERS	117	118	119
Comp Pd	51	52	53	54	FEHB	120	121	122
AUO	55	56	57	58	FEGLI	123	124	125
Cola	59	60	61	62	TSP	126	127	128
FireFighter	63	64	65	66	Vol Allot	129	130	131
Supr Diff	67	68	69	70	CFC	132	133	134
Forgn Diff	71	72	73	74	Bonds	135	136	137
Ret Allow	75	76	77	78	NEBA	138	139	140
Staff Diff	79	80	81	82	Dues	141	142	143
EIC	83	84	85	86	TSP Loan	144	145	146
Bd Refund	87	88	89	90	US Indebt	147	148	149
Stat Cut	91	92	93	94	Bankrupt	150	151	152
WG/Shift 2					Child Sup	153	154	155
WG/Shift 3					Garnish	156	157	158
					Mil Dep	159	160	161
					Other	162	163	164

TAX INFORMATION

	State Code		168		Taxable	182
Desc	Fed	St	City	Non Tax	183	
Marital	169	170	171	Fed Tax	184	
Exempt	172	173	174	St Tax	185	
Add Exempt	175	176	177	City/Cty	186	
Add Amount	178	179	180	HIT	187	
Ytd Net Erngs		181		OASDI	188	

TSP DISTRIBUTION CONTRIBUTION / Perct/Amt 189

Fund	Curr Employee	Basic	Match	YTD
Biwk G	190	191	192	193
F	194	195	196	197
C	198	199	200	201
S	202	203	204	205
I	206	207	208	209

Bonds	Balance	CUM RETIREMENT/MIL DEPOSIT	
1	210	CSRS	215
2	211	FERS	216
3	212	MIL DEP	217
4	213	MIL INT	218
Other	214	MIL BAL	219

REMARK SECTION
220

B/W PAY	95	B/W DED	165	B/W NETPAY	166	GROSS YTD	167

PLEASE VERIFY LEAVE USED AND BALANCE REMAINING - NOTIFY PAYROLL OF ANY VARIANCES.

ANNUAL LEAVE / SICK LEAVE / RESTORED ANNUAL / DONATED LEAVE (RECPT) / CREDIT HOURS

Desc.	Curr PP	YTD	Curr PP	YTD	PYCO	259	Acct 1 Cum	Acct 2 Cum	Acct 3 Cum	Desc	Curr PP	YTD	Desc	Curr PP	YTD
PYCO	N/A	221	N/A	243	Restored		260	261	262	PYCO	N/A	300	PYCO	N/A	323
Earn	222	223	244	245	Used Curr	263	264	265	266	Used	301	302	Earn	324	325
Used	224	225	246	247	Dontd Curr	267	268	269	270	Received	303	304	Used	326	327
RIC	226	227	248	249	Dotd Rtd Curr	271	272	273	274	Returned	305	306	Forf	328	329
Restricted	228	229	250	251	Balance		275	276	277	Balance		307	BAL		330
Donated	230	231	N/A	N/A	Expiration Date(s):		278	279	280						
Don Returned	232	233	N/A	N/A	COMPENSATORY (REG)		EXT COMP TIME		REL COMP TIME		Time off Awd		MILITARY LEAVE		
Earned Bal	234		252		Desc / Curr PP / YTD		Curr PP / YTD		Curr PP / YTD		AWD / BAL		PYCO Days		331
Adv Balance	235		**ADVANCED SICK**		Earn / 281 / 282		N/A / N/A		308 / 309		1 / 316		Used Ytd Dys		332
Unearned Adv	236		Adv YTD	253	Used / 283 / 284		294 / 295		310 / 311		2 / 317		Used B/W Hrs		333
PT C/O Hrs	237		Used Cum	254	Forf / 285 / 286		296 / 297		312 / 313		3 / 318		Balance		334
Use/Lose	238		Used Ytd	255	Stat Cut / 287 / 288		N/A / N/A		N/A / N/A		4 / 319		OTHER LEAVE		
Use/Lose Date	239		Repaid Ytd	256	Paid / 289 / 290		N/A / N/A		N/A / N/A		5 / 320		Desc / Curr / YTD		
Leave Cat	240		Balance	257	Balance / 291			298		314		6 / 321		LWOP	335	336
Leave Ceiling	241		Exp Date	258	PYCO / 292		U/L BY: 342		U/L BY: 343		NEXT EXP DATE:		AWOL	337	338
WEB ADDR:	242		U/L BY: 341	293	299			315		322			SUSP	339	400

Thrift Savings Plan ~~Distribution~~ Contribution (TSP) Section:

~~There are currently three distribution plans available to Government employees.~~
~~The categories are as follows:~~
~~G = Government Securities Investment Fund~~
~~F = Fixed Income Index Investment Fund~~
~~C = Common Stock Index Investment Fund~~
Employees who are in the Civil Service Retirement System will not have Basic or
Matching distributions.
~~There are two categories on the Leave and Earning Statement which are listed;~~
~~but will be used for future funds. They are as follows:~~
~~S = Future Category~~
~~I = Future Category~~

Thrift Savings Plan Distribution (TSP) Section:

Number	Field Description	Data Description
189	**TSP Perct/Amt**	Thrift Savings Plan Percentage Rate or Amount
190	**Employee Biwk**~~Fund G Curr~~	**Employee Biwk Contribution**~~G Fund Current Distribution~~
191	~~Fund G~~ **Basic Biwk**	~~G Fund~~ Agency Basic Biwk Contribution~~Distribution~~
192	~~Fund G~~ **Match Biwk**	~~G Fund~~ Agency Matching Biwk Contribution~~Distribution~~
193	~~Fund G~~ **YTD**	~~G Fund~~ Year to Date Contribution ~~Deduction~~
~~194~~	~~Fund F Curr~~	~~F Fund Current Distribution~~
~~195~~	~~Fund F Basic~~	~~F Fund Basic Distribution~~
~~196~~	~~Fund F Match~~	~~F Fund Matching Distribution~~
~~197~~	~~Fund F YTD~~	~~F Fund Year to Date Deductions~~
~~198~~	~~Fund C Curr~~	~~C Fund Current Distribution~~
~~199~~	~~Fund C Basic~~	~~C Fund Basic Distribution~~
~~200~~	~~Fund C Match~~	~~C Fund Matching Distribution~~
~~201~~	~~Fund C YTD~~	~~C Fund Year to Date Deduction~~
~~202~~	~~Fund S Curr~~	~~Future Category~~
~~203~~	~~Fund S Basic~~	~~Future Category~~
~~204~~	~~Fund S Match~~	~~Future Category~~
~~205~~	~~Fund S YTD~~	~~Future Category~~
~~206~~	~~Fund I Curr~~	~~Future Category~~
~~207~~	~~Fund I Basic~~	~~Future Category~~
~~208~~	~~Fund I Match~~	~~Future Category~~
~~209~~	~~Fund I YTD~~	~~Future Category~~

APPENDIX N
EXTERNAL INTERFACE
TAPE SPECIFICATIONS

EXTERNAL INTERFACE TAPE SPECIFICATIONS

TABLE OF CONTENTS

SOURCE DATA SPECIFICATIONS FOR
USDA NATIONAL FINANCE CENTER
THRIFT SAVINGS PLAN DATASETINTERFACE TAPES

Thrift Savings Plan (TSP) TapeEmployee Records

Tape	Tape Density	Rec Size	Blk Size	Rec Type	JCL-ENTERED-LABEL	Record-sequence
TSP	1600	80 - 254	2548	VB	PRODNPPS.TAPE.TSP	Record number within SSNTSP. One header and one trailer record per center.

Record Type	Record Use
Header	To identify the submitting installation
406	To contain employee identification information
1116	Current payment record; all positive values
2126	Refunds of payments made in error; all negative values
4146	Resubmission of previously rejected payments; all positive values
Trailer	To total employee records in this submission

TSP Employee Data Record
(Record Number 0106)

(Only submitted to establish accounts or to correct previously submitted information.)

Field Number	Length	Column	Source Data Field	Remarks
1	9	1-9	SSN	
2	86	10-17 10-15	DATE OF BIRTH	Birthdate from NPS2-PER-MASTER (YYYYMMDD using only bytes 3-8)
3	86	18-25 16-21	CTL-TSP-EFFDATE TSP effective date	EFFDATE from NPS2-PAYCTL- TABLE (YYYYMMDD)
4	2	26-27 22-23	TSP: RECORD NUMBER	Always "0601"; system generated
5	17	28-44 24-40	NAME: LAST	First 17 of the 22 character source field
6	12	45-56 41-52	NAME: FIRST	
7	12	57-68 53-64	NAME: MIDDLE	
8	9	69-77 65-73	SSN: PREVIOUS	
9	86	78-85 74-79	MER-TSP-DOBERR	YYYYMMDD
10	25	86-110 80-104	ADDRESS: MAILING address line 1	First 25 of the 35 character source field
11	25	111-135 105-129	ADDRESS: MAILING address line 2	First 25 of the 35 character source field
12	25	136-160 130-154	Blanks address line 3	
13	20	161-180 155-174	ADDRESS: MAILING city	
14	3	181-183 175-177	ADDRESS: MAILING state	
15	9	184-192 178-186	ADDRESS: MAILING ZIP code	
16	1	193187	TSP: EMPLOYEE STATUS CODE	
17	86	194-201 188-193	TSP: EMPLOYEE STATUS DATE	YYYYMMDD
18	16	202-217 194-209	INSTALL-TSP-LOCATION	From table TINSTALL

TSP Employee Data Record
(Record Number 0106)

(Only submitted to establish accounts or to correct previously submitted information.)

Field Number	Length	Column	Source Data Field	Remarks
19	86	218-225 210-215	TSP: SCD	YYYYMMDD
20	1	226216	TSP: VESTING PERIOD	
21	1	227217	RETIREMENT PLAN	
22	1	228218	TSP: SEPARATION CODEEmployment Code	
23	86	229-236 219-224	TSP: SEPARATION DATEEmployment Code Date	YYYYMMDD
24	1426	237-250 225-250	Blanks	

TSP Employee Current Payment Record
(Record Number 1611)

Field Number	Length	Column	Source Data Field	Remarks
1	9	1-9	SSN	
2	86	10-17 10-15	DATE OF BIRTH	Birthday from NPS2-PER-MASTER (YYYYMMDD using only bytes 3-8)
3	86	18-25 16-21	CTL-TSP-EFFDATE Must be YYYYMMDD	Blank EFFDATE from TSP effective date NPS2-PAYCTL-TABLEor TSP effective date from TSPADJ if adjustment type 16 (YYYYMMDD using only bytes 3-8)
4	2	26-27 22-23	TSP: RECORD NUMBER	Always "1611"; system generated
5	18	28-45	Filler	Always blanks
65	6	46-51 24-29	TSP: CY DED DISTR B/W MER-TSP-EMPDIST-DED(1) +or MER-TPS-EMP-LATE-PMT(1)	EMP contribution or EMP contribution late payment (adjustment type 16)Government fund
6	6	30-35	TSP: CY DED DISTR B/W MER-TSP-EMPDIST-DED(2) + MER-TPS-EMP-LATE-PMT(2)	Fixed income
7	6	36-41	TSP: CY DED DISTR B/W MER-TSP-EMPDIST-DED(3) + MER-TPS-EMP-LATE-PMT(3)	Common stock
8	6	42-47	TSP: CY DED B/W	
7	42	52-93	Filler	Always blanks
9	6	48-53	Zeros	Always zeros
10	6	54-59	Zeros	Always zeros
11	6	60-65	Zeros	Always zeros
12	6	66-71	Zeros	Always zeros
813	6	94-99 72-77	TSP: GOVT-BASIC AMT DISTR B/W MER-TSP-GBADIST(1) or+ MER-TSP-GB-LATE-PMT(1)	GOVT Basic or GOVT Basic late payment (adjustment type 16) Government fund
14	6	78-83	TSP: GOVT BASIC AMT DISTR B/W MER-TSP-GBADIST(2) + MER-TSP-GB-LATE-PMT(2)	Fixed income

TSP Employee **Current** Payment Record
(Record Number **16**~~11~~)

Field Number	Length	Column	Source Data Field	Remarks
~~15~~	~~6~~	~~84-89~~	~~TSP: GOVT BASIC AMT DISTR B/W MER-TSP-GBADIST(3) + MER-TSP-GB-LATE-PMT(3)~~	~~Common stock~~
~~16~~	~~6~~	100-117 ~~90-95~~	~~TSP: GOVT BASIC CONTR B/W MER-TSP-GBAMT~~	
9	18	100-117	Filler	Always blanks
10~~17~~	6	118-123 ~~96-101~~	TSP: GOVT MATCHING DISTR B/W MER-TSP-GMADIST(1) ~~+~~OR MER-TSP-EMP-GM-LATE-PMT(1)	Govt matching or Govt matching late payment (adjustment type 16)~~Government fund~~
~~18~~	~~6~~	~~102-107~~	~~TSP: GOVT MATCHING DISTR B/W MER-TSP-GMADIST(2) + MER-TSP-EMP-GM-LATE-PMT(2)~~	~~Fixed income~~
~~19~~	~~6~~	~~108-113~~	~~TSP: GOVT MATCHING DISTR B/W MER-TSP-GMADIST(3) + MER-TSP-EMP-GM-LATE-PMT(3)~~	~~Common stock~~
~~20~~	~~6~~	~~114-119~~	~~TSP: GOVT MATCH CONTR TOT B/W MER-TSP-GMAMT~~	
11~~21~~	2	124-125 ~~120-121~~	TSP department MER-TSP-DEPT	
12~~22~~	2	126-127 ~~122-123~~	TSP agency MER-TSP-AGENCY	
13~~23~~	23~~27~~	128-150 ~~124-150~~	Filler~~Blanks~~	Always blanks

Employee TSP Negative Adjustment Record
(Record Number 26~~2~~1)

Field Number	Length	Column	Source Data Field	Remarks
1	9	1-9	SSN	
2	~~8~~6	10-17 ~~10-15~~	DATE OF BIRTH	From NPS2-PER-MASTER (YYYYMMDD ~~using only bytes 3-8~~)
3*	~~8~~6	18-25 ~~16-21~~	NPPS-TSP-ADJ-DATE effective date	From NPS2-PAY-TSP-ADJ (YYYYMMDD ~~using only bytes 3-8~~)
4	2	26-27 ~~22-23~~	TSP: RECORD NUMBER	Always "26~~2~~1"; system generated
5	18	28-45	Filler	Always blanks
6~~5~~*	6	46-51 ~~24-29~~	NPPS-TSP-EADJ-G (1-26)	Employee contribution~~;~~. (adjustment type 26) ~~Government fund adjustment~~
~~6*~~	~~6~~	~~30-35~~	~~NPPS-TSP-EADJ-F (1-26)~~	~~Employee contribution; Fixed income adjustment~~
7	42	52-93	Filler	Always blanks
~~7*~~	~~6~~	~~36-41~~	~~NPPS-TSP-EADJ-C (1-26)~~	~~Employee contribution; Common stock adjustment~~
~~8~~	~~6~~	~~42-47~~	~~Total emp. cont. adj.~~	~~System calculated (sum of fields 5, 6, 7 above)~~
~~9*~~	~~6~~	~~48-53~~	~~Prior year~~	~~(Not implemented)~~
~~10*~~	~~6~~	~~54-59~~	~~Prior year~~	~~(Not implemented)~~
~~11*~~	~~6~~	~~60-65~~	~~Prior year~~	~~(Not implemented)~~
~~12~~	~~6~~	~~66-71~~	~~Prior year~~	~~(Not implemented)~~
8~~13~~*	6	94-99 ~~72-77~~	NPPS-TSP-GBAD-G (1-26)	Government basic contribution~~;~~ ~~Government fund adjustment~~ (adjustment type 26)
~~14*~~	~~6~~	~~78-83~~	~~NPPS-TSP-GBAD-F (1-26)~~	~~Government basic contribution; Fixed income adjustment~~
~~15*~~	~~6~~	~~84-89~~	~~NPPS-TSP-GBAD-F (1-26)~~	~~Government basic contribution; Common stock adjustment~~
9	18	100-117	Filler	Always blank
~~16~~	~~6~~	~~90-95~~	~~Total gov. basic adj~~	~~System calculated (sum of fields 13, 14, 15 above)~~

Employee TSP Negative Adjustment Record
(Record Number 2621)

Field Number	Length	Column	Source Data Field	Remarks
1017*	6	118-123 96-101	NPPS-TSP-GMAD-G (1-26)	Government match contribution; Government fund adjustment (adjustment type 26)
18*	6	102-107	NPPS-TSP-GMAD-F (1-26)	Government match contribution; Fixed income adjustment
19*	6	108-113	NPPS-TSP-GMAD-C (1-26)	Government matching contribution; Common stock adjustment
20	6	114-119	Total gov. match adj	System calculated (sum of fields 17, 18, 19 above)
1121	2	124-125 120-121	TSP department MER-TSP-DEPT	
1222	2	126-127 122-123	TSP agency MER-TSP-AGENCY	
1323	2327	128 124-150	FillerBlank	Always blank

* From NPS2-PAY-TSP-ADJ.

Employee TSP ~~Adjustment~~ Late Payment Record (Record Number 4~~6~~~~4~~)

(TSP: Record Number = 4~~1~~6 are for resubmissions only. These TSP records do not affect net pay.)

Field Number	Length	Column	Source Data Field	Remarks
1	9	1-9	SSN	
2	~~8~~6	10-17 ~~10-15~~	DATE OF BIRTH	From NPS2-PER-MASTER YYYYMMDD
3*	~~8~~6	18-25 ~~16-21~~	MER-TSP-EFFDATE	From NPS2-MER-FILE YYYYMMDD
4	2	26-27 ~~22-23~~	TSP: RECORD NUMBER	Always "46~~41~~"; system generated
5	18	28-45	Filler	Always blanks
6~~5~~*	6	46-51 ~~24-29~~	NPPS-TSP-EADJ-G (27-52)	Employee contribution; (adjustment type 46) ~~Government fund update~~
7	42	52-93	Filler	Always blanks
~~6*~~	~~6~~	~~30-35~~	~~NPPS-TSP-EADJ-F (27-52)~~	~~Employee contribution; Fixed income update~~
~~7*~~	~~6~~	~~36-41~~	~~NPPS-TSP-EADJ-C (27-52)~~	~~Employee contribution; Common stock update~~
~~8~~	~~6~~	~~42-47~~	~~Total emp. Cont. update~~	~~System calculated (sum of fields 5, 6, 7 above)~~
~~9*~~	~~6~~	~~48-53~~	~~Prior year~~	~~(Not implemented)~~
~~10*~~	~~6~~	~~54-59~~	~~Prior year~~	~~(Not implemented)~~
~~11*~~	~~6~~	~~60-65~~	~~Prior year~~	~~(Not implemented)~~
~~12~~	~~6~~	~~66-71~~	~~Prior year~~	~~(Not implemented)~~
8~~13~~*	6	94-99 ~~72-77~~	NPPS-TSP-GBAD-G (27-52)	Government basic contribution; (adjustment type 46) ~~Government fund L.P.~~
~~14*~~	~~6~~	~~78-83~~	~~NPPS-TSP-GBAD-F (27-52)~~	~~Government basic contribution; Fixed income L.P.~~
~~15*~~	~~6~~	~~84-89~~	~~NPPS-TSP-GBAD-C (27-52)~~	~~Government basic contribution; Common stock L.P.~~
~~16~~	~~6~~	~~90-95~~	~~Total gov. basic adj~~	~~System calculated (sum of fields 13, 14, 15 above)~~
9	18	100-117	Filler	Always blank
10~~17~~*	6	118-123 ~~96-101~~	NPPS-TSP-GMAD-G (27-52)	Government matching contribution; (adjustment type 46) ~~Government fund L.P.~~

Employee TSP ~~Adjustment~~ **Late Payment** Record (Record Number 4~~6~~~~1~~)

(TSP: Record Number = 4~~1~~6 are for resubmissions only. These TSP records do not affect net pay.)

Field Number	Length	Column	Source Data Field	Remarks
~~18*~~	~~6~~	~~102-107~~	~~NPPS-TSP-GMAD-F (27-52)~~	~~Government matching contribution; Fixed income L.P.~~
~~19*~~	~~6~~	~~108-113~~	~~NPPS-TSP-GMAD-C (27-52)~~	~~Government matching contribution; Common stock L.P.~~
~~20~~	~~6~~	~~114-119~~	~~Total government matching L.P.~~	~~System calculated sum of fields 17, 18, 19 (above)~~
11~~21~~*	2	124-125 ~~120-121~~	TSP department MER-TSP-DEPT	
12~~22~~*	2	126-127 ~~122-123~~	TSP agency MER-TSP-AGENCY	
13~~23~~	2~~7~~3	128-150 ~~124-150~~	Filler~~Blank~~	Always blank

*   From NPS2-MER-FILE.

TSP Header Data Record

Field Number	Length	Column	Source Data Field	Remarks
1	4	1-4	Record ID	Always "DHD6R"; system generated
2	6	5-10	TSP-CERT-RPT-NO	First two bytes equal the "year" in CTL-DATE. The last four bytes equal to CTL-TSP-TAPE-SEQ in NPS2-PAYCTL-TABLE
3	86	11-18 11-16	CTL-TSP-EFFDATE	From NPS2-PAYCTL-TABLE effective date (YYYYMMDD using only bytes 3-8)
4	8	19-26 17-24	INSTALLATION: PAYROLL OFFICE NUM	
5	30	27-56 25-54	INSTALLATION: TSP CONTACT NAME	
6	1012	57-66 55-64	INSTALLATION: TSP PHONE	No dashes
7	1416	6765-80	FillerBlank	

TSP Trailer Data Record

Field Number	Length	Column	Source Data Field	Remarks
1	4	1-4	Record ID	Always "TRLR"; system generated
2	14	5-18	Total employee contribution ~~deduction~~	System calculated
3	14	19-32	Filler~~Zeros~~ ~~Not Implemented~~	~~Prior year~~
4	14	33-46	Total gov basic amt.	System calculated
5	14	47-60	Total gov matching amt.	System calculated
6	14	61-74	Total emp adjustment amt.	System calculated (records "26~~21~~" and "46~~41~~")
7	14	75-88	Filler~~Zeros~~ ~~Not Implemented~~	~~Prior year~~
8	14	89-102	Total Gov't basic adj.	System calculated (records "~~21~~26" and "41~~46~~")
9	14	103-116	Total Gov't match adj	System calculated (records "26~~21~~" and "46~~41~~")
10	8	117-124	Total "06~~01~~" records	System calculated
11	8	125-132	Total "16~~11~~" records	System calculated
12	8	133-140	Total adjustment records (records "26~~21~~" and "46~~41~~")	System calculated
13	11	141-151	A numeric field	System generated; zero filled
14	49	152-200	Blank	